

[Home](#) [Search Jobs](#) [My Account](#) [Resource Center](#) [Support](#)[SIGN IN OR CREATE AN ACCOUNT](#)

Keyword:

Keywords, Job Title, Control #,
Agency

Location:

City, State, ZIP Code, or Country

Search

[Advanced Search >](#)

This Position Is No Longer Available

[Overview](#) [Duties](#) [Qualifications & Evaluations](#) [Benefits & Other Info](#) [How to Apply](#)Job Title: **SUPERVISORY CBP OFFICER (PROGRAM MANAGER)**Department: **Department Of Homeland Security**Agency: **Customs and Border Protection**Job Announcement Number: **MHCMP-1185463-MAS**Go to section of this Job: [Print Preview](#)[Agency Contact Info](#)**Job Announcement
Number:**

MHCMP-1185463-MAS

Control Number: 378116200

**This position is closed and no longer accepting
online applications through USAJOBS.**

The contents of the announcement can still be [viewed](#).

SALARY RANGE: \$104,201.00 to \$135,456.00 / Per Year
OPEN PERIOD: Monday, August 18, 2014 to Friday, August 29, 2014
SERIES & GRADE: GS-1895-14
POSITION INFORMATION: Full Time - Permanent
PROMOTION POTENTIAL: 14
DUTY LOCATIONS: 1 vacancy in the following location:
Seattle, WA [View Map](#)
WHO MAY APPLY: Current U.S. Customs and Border Protection employees
with competitive status.
SECURITY CLEARANCE: Public Trust - Background Investigation
SUPERVISORY STATUS: Yes
JOB SUMMARY:
Customs & Border Protection (CBP): Securing America's Borders

Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland Security (DHS) is calling. DHS components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resiliency to disasters. The vitality and magnitude of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS.

Discover a challenging and rewarding career in CBP, the sole organization responsible for securing the nation's borders. At U.S. Customs and Border Protection, we:

- Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products
- Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers, please see <http://www.cbp.gov>.

Joining the Customs and Border Protection Office of Field Operations will allow you to use your expertise to manage one or more national programs in order to help to detect and

prevent terrorists and instruments of terror from entering/exiting the U.S. This position starts at a salary of \$104,201.00 (GS-1895-14 Step 1). Apply for this exciting opportunity to direct programs that strengthen the Department's ability to perform homeland security.

If going from a LEO Covered Position to a Secondary CBPO Special Enhanced Retirement Covered Position: Please be advised that when you enter on duty in this secondary CBPO special enhanced retirement covered position you will no longer be covered under the Special Retirement System for Law Enforcement Officers, but will only be covered under the Federal Employees Retirement System (FERS). For further information on the CBPO Enhanced Retirement Coverage, please see the section on **Retirement Coverage**.

Who May Apply: Status Candidates which include: Current U.S. Customs and Border Protection employees with competitive status.

- For definitions of terms found in this announcement, please see http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm.

Organizational Location: This position is located within U.S. Customs and Border Protection, Office of Field Operations, Seattle Field Office, Seattle, WA.

One or more selections may be made using this job opportunity announcement.

TRAVEL REQUIRED

- Occasional Travel
- You may be required to travel

RELOCATION AUTHORIZED

- No

KEY REQUIREMENTS

- You must be a U.S. Citizen
- You may be required to pass a background investigation and/or polygraph
- Males born after 12/31/1959 must be registered with Selective Service
- You may be required to pass initial and random drug testing
- You must pass the CBP Officer Promotional Assessment (including in-basket)
- You must possess a valid driver's license
- You must meet firearms requirements

DUTIES:

[Back to top](#)

In this Supervisory CBP Officer (Program Manager) position you will become a key member of a team of Homeland Security professionals managing a variety of agency-wide law enforcement programs. Typical work assignments include:

- Managing one or more agency programs by determining the goals and objectives that need emphasis, making recommendations for program improvement, managing resources, and assuring implementation by subordinate organizations and operating units.
- Ensuring the program provides national policy and guidance on technical, statutory and regulatory requirements.
- Serving as liaison to other Federal agencies and entities in the private sector in order to maintain up-to-date technical familiarity with complex subject matter.
- Supervising a group of employees who are responsible for assessing the productivity, effectiveness and efficiency of program operations.
- Responding to law enforcement activities that require action to defend self and others.

QUALIFICATIONS REQUIRED:

[Back to top](#)

GS-14: You qualify at the GS-14 level if you possess one (1) year of specialized experience to include managing a professional, technical, and/or administrative program

or program segment that had national impact and where you provided expert and authoritative advice on program issues to officials of other organizations.

Secondary CBP Officer Requirement: The criterion is that knowledge, skill and ability in a position deemed to meet primary CBPO special retirement coverage is a **mandatory prerequisite** to satisfactorily perform the major duties and responsibilities of this job. In order to meet the requirements of this secondary CBP Officer position you must have permanently served in a primary CBP Officer Special Enhanced Retirement covered position, i.e. Customs Inspector, GS-1890, Immigration Inspector, GS-1816, Canine Enforcement Officer, GS-1801, or CBP Officer, GS-1895.

Note: If you currently serve in a permanent secondary CBP Officer Special Enhanced Retirement covered position, you are exempt from this mandatory prerequisite.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

You must:

- Meet all qualification requirements subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current Federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the Federal service) by Friday, August 29, 2014.

Promotion Eligibility Rules as of October 1, 2013 (Directive No. 51332-022B):

CBP requires competition for selection into supervisory and managerial positions for occupations covered by competency-based assessments.

- Candidates for this GS-14 supervisory/managerial position must have competed for and served in a permanent or temporary GS-13 second-line or higher supervisory position or in a permanent GS-13 managerial position.
- The above requirement does not apply if you currently hold or previously held a permanent supervisory or managerial GS-14 or higher position.

If you are not a current GS-1895, and you are selected, you will have to meet the following medical/physical standards:

Physical and Medical Requirements: Because the duties of the position are of a strenuous nature and require a high degree of interaction and responsibility to the public, you must undergo and successfully pass our medical screening process. We will schedule, provide and pay for the required basic medical examination. For more information, go to http://www.cbp.gov/sites/default/files/documents/cbpo_drug_test_3.pdf.

Physical Fitness Screening: Due to the strenuous nature of the CBP Officer duties and the associated training programs, fitness tests have been developed and will be used to screen candidates for CBP Officer positions. Candidates will be required to pass 2 pre-employment fitness tests. For more information, go to: <http://www.cbp.gov/careers/join-cbp/which-cbpcareer/cbp-officer>.

Firearms Requirement: You will be required to carry a firearm and maintain firearm proficiency. Any person who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition. You will be required to certify whether you have ever been convicted of such an offense. False or fraudulent information is criminally punishable by fine or imprisonment.

Supervisory Probationary Period: You may be required to serve an 18 month probationary period upon appointment and complete a supervisory training course within 12 months of assignment.

Uniform: This position requires you to wear an officially-approved uniform while in a duty status.

Physical and Environmental Conditions: The work environment includes offices, aircraft operation areas, airline passenger and cargo areas, and marine docks. Periods of outdoor work may be required in snow, rain, or extreme heat. Occasional periods of outdoor work may be required in remote areas with no modern comfort facilities. The work may involve the use of toxic chemicals, pesticides and fumigants. Protective clothing may be required such as hard hats, gloves, goggles, hearing protection, and respirators.

Basic Training: You may be required to attend approximately 18 weeks of training at the CBP Academy at FLETC. Candidates selected for certain duty locations may receive an additional 6 weeks of Spanish language training.

Data Systems: You will be required to maintain access to all data systems necessary for duty execution.

Shift Work/Overtime: You will be required to work on a shift and rotational basis and perform substantial amounts of overtime.

Motor Vehicle Operation: You must possess a current valid State driver's license at the time of appointment.

HOW YOU WILL BE EVALUATED:

Qualified U.S. Customs and Border Protection (CBP) candidates will be ranked on the basis of the scores received on your CBP Officer Promotional Assessment. Competitive applicants must have a valid test score when the announcement opens, otherwise we cannot consider you for this position. Alternate Staffing Candidates (Non-Competitive candidates) need not have a current, valid test score. Alternate Staffing (Non-Competitive) candidates include applicants who have permanently held a position at the highest grade announced or higher.

Your application record will remain in a pending status until after the announcement closes, at which time we will upload test scores. If you have completed the assessment questionnaire and have uploaded all required documents for this announcement, there is nothing further you need to do at this time. If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. To preview the job questionnaire, see [View Occupational Questionnaire](#).

Knowledge, Skills, Abilities and Other Characteristics (KSAOs): Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

- In-depth knowledge of law enforcement methods to include the elements of search, detention and arrest.
- Knowledge of the management techniques used to oversee programs and activities and to direct the work of others.
- Ability to identify strategies and implement programs which contribute to providing top quality service.
- Knowledge of financial management principles used to develop and maintain program budgets in support of the mission.
- Ability to analyze and evaluate business models for multiple operations environments.

Agency Career Transition Assistance Program (CTAP) eligibility: If you have never worked for the federal government, you are not CTAP eligible. Information about CTAP eligibility is on the OPM's Career Transition Resources website at:

http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a.

To be considered well qualified under CTAP, you must be rated at a minimum score of 85 for this position. In addition, you must submit the supporting documents listed in the "Required Documents" section of this announcement.

BENEFITS:

[Back to top](#)

DHS offers competitive starting salaries and an attractive benefits

package, including: health insurance, Thrift Savings Plan (similar to a 401 (k)), Flexible Spending Account, retirement plan, life and long-term care insurance, Employee Assistance Program, personal leave days and paid federal holidays. Other benefits may include: flexible work schedules, telework, tuition reimbursement, transportation subsidies, uniform allowance, health and wellness programs, and fitness centers. DHS is committed to employee development and offers a variety of employee training and development opportunities. For more information, please go to www.dhs.gov/careers and select "Benefits".

Relocation expenses **will not** be paid. To compare cost of living data, calculate mortgage scenarios, or gather information on communities and school districts, please visit the website: <http://www.relocationessentials.com/aff/lifecare/tools/salary/col.aspx>

Retirement Coverage: This position has been identified as a secondary position as provided under the enhanced retirement provision of Public Law 110-161 for Customs and Border Protection Officers. Please see http://cbpnet.cbp.dhs.gov/xp/cbpnet/hrm/retirement/new_cbpo_retirement_coverage/cbp_faqs.xml for requirements of secondary coverage. Information is also available by calling the CBPO Retirement Coverage toll-free hotline at 1-866-469-7359 or emailing questions to RABASERVICES@cbp.dhs.gov.

OTHER INFORMATION:

Background Investigation: Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (i.e., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy) and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. Entry into this position may require that you successfully pass a polygraph examination. For more information, please see: http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml.

Probationary Period: Current and former federal employees may be required to serve or complete a probationary period.

This position is not covered under the bargaining unit.

CBP uses E-Verify to validate all newly hired applicants' ability to work legally in the United States. To learn more about E-Verify, please follow this link: <http://www.uscis.gov/e-verify>.

Follow U.S. Customs and Border Protection on Twitter @CustomsBorder

Please view the video "Protecting America 24/7" to learn more about CBP's Office of Field Operations: http://cbppaps.cbp.dhs.gov/ofo/2011/protecting_america/pro_america.wmv.

HOW TO APPLY:[Back to top](#)

To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

We strongly encourage you to apply online. If you cannot apply online, you may fax your resume, assessment questionnaire, and supporting documents to **(478) 757-3144**. You must print a copy of and document your responses to the assessment questionnaire [View Occupational Questionnaire](#) using OPM Form 1203-FX http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf, and the official fax cover sheet: <http://staffing.opm.gov/pdf/usascoversheet.pdf>. Please include job opportunity announcement ID 1185463 and provide your SSN, name, and address using the exact name you used when you filled out the questionnaire. If you have uploaded documents into your application, you do not need to fax those same documents.

Applications and supporting documentation will not be accepted by mail or email. The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on Friday, August 29, 2014.**

REQUIRED DOCUMENTS:

- **Your resume:** A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement. You must upload or fax your resume and any other applicable supporting documentation.
- **Your responses to the job questionnaire** [View Occupational Questionnaire](#)
- **Are you a current or former Federal employee?** With the exception of current CBP employees, ALL CURRENT AND FORMER FEDERAL EMPLOYEES MUST SUBMIT A COPY OF THEIR SF-50B (Notification of Personnel Action) showing competitive status: Tenure 1 or 2 in Block 24 and Position Occupied 1 in Block 34. The SF-50B should also reflect the highest grade held on a permanent basis or the full performance level of your current position, whichever is higher.
- **Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)?** You must submit a separation notice; SF-50B; a current (or last) performance rating of record of at least fully successful or equivalent; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; or a Military Department of National Guard Bureau notification that you are retired under 5 U.S.C. 8337(h) or 8456.
- **Veterans preference points are not applicable to Merit Promotion announcements.**
- **You may be asked to provide a copy of your recent performance appraisal and/or incentive awards.**

It is your responsibility to verify that any information entered, uploaded, or faxed is received and is accurate. Human Resources will not modify or change any part of your application. If a document is not legible, you will not be able to view it in your application and you must again upload or fax it by the closing date.

AGENCY CONTACT INFO:

CBP HIRING OFO STAFFING
Phone: (952)857-2932
Email: CBPHIRING-
OFOSTAFFING@CBP.DHS.GOV

Agency Information:
CBP Minneapolis Hiring Center
5600 American Blvd
Suite 700
Bloomington, MN
55437-1450
USA

WHAT TO EXPECT NEXT:

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts at: <https://my.usajobs.gov/Account/NotificationSettings.aspx>. If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

[Back to top](#)

[EEO Policy Statement](#) | [Reasonable Accommodation Policy Statement](#) | [Veterans Information](#) | [Legal and Regulatory Guidance](#)

[Site Map](#) [Privacy Act and Public Burden Information](#) [FOIA](#) [About Us](#) [USA.gov](#)

This is a United States [Office of Personnel Management](#) website.
USAJOBS is the Federal Government's official one-stop source for federal jobs and employment information.